

TO ALL POSTBACCS AND TECHNICAL WHO HAVE REGISTERED TO PARTICIPATE IN POSTBACC POSTER DAY:

As you know Postbacc IRTA Poster Day is rapidly approaching and we have a few reminders for you.

PRINTING YOUR POSTER:

Participants are reminded that posters should not exceed the **3 ½ feet by 3 ½ feet limit**. You should also prepare a title banner that includes the names of the Author(s), as well as the Laboratory and Institute where you work. In addition, posters should also include: an introduction; the purpose of the project; materials and methods used; results; and conclusions. While the text should be typed, figures may be drawn by hand. You can still sign up for one-on-one sessions with **Mr. Scott Morgan** (**morgansc@od.nih.gov**) to discuss your poster for the upcoming poster session.

Many of you have contacted me with questions about printing your poster. There are a few options and I would encourage you to make arrangements sooner rather than later as things can fill up quickly. If you don't leave printing your poster to the last minute, you can avoid a lot of unnecessary stress.

1. The **Office of Technology Center** prints posters for free, but they go by appointment only so please make an appointment as soon as possible before time slots are filled up. Their office is located in Bldg. 10, on the first floor near the bridge elevators.
2. **The NIH Medical Arts and Photography Branch** also prints posters, but there is a fee involved. I understand it costs \$12/sq. foot. Your lab will usually cover this charge, but talk to your mentor as you will have to provide a CAN number to print the poster. They are located in Bldg. 10, Room B2L323 (take the main elevator down to B2 and follow the signs to their office). You can contact the NIH Medical Arts and Photography Branch at 301-496-2868 for more information.
3. **Many institutes have printing services** for their staff, so check with your administration and make an appointment as soon as possible.
4. You can also print out individual power point slides, mount them on construction paper, and put them on your poster board.

REGISTRATION: TUESDAY, MAY 23RD FROM 1:30 NOON TO 3:00 P.M.

We will have registration in front of **Lipsett Amphitheater on the first floor of Building 10**. There you will be assigned a space and a board number, and receive a souvenir T-shirt and a certificate of participation. Please note, that you can only pick up your information and not for any one else who is also presenting. You will be able to hang up your posters on Tuesday after you have picked up your materials.

POSTER DAY: WEDNESDAY, MAY 24TH

This year's poster session will be held on **Wednesday, May 24th from 12:00 noon to 3:00 p.m. in the tents outside of Bldg. 10**. Please plan on bringing push pins and plan to **set up your poster no later than 10:00 a.m. on May 24th**. During the three-hour exhibit, you will be expected to discuss your project informally with your peers and with other members of the scientific community.

THANKS AGAIN FOR YOUR PARTICIPATION IN POSTBACC POSTER DAY AND WE LOOK FORWARD TO SEEING YOU ON MAY 24TH!